

HARBOUR PLACE CONDOMINIUM ASSOCIATION INC.
CONSTRUCTION RULES AND REGULATIONS
Revised April, 2025

Harbour Place Condominium Association Inc., although a residential community, is considered a commercial project by the building department because construction to one unit can impact an adjoining unit. Any work done to modify electrical, plumbing or interior walls requires a building permit from the City of Key West.

Before applying for a building permit, owners must submit plans to the Board so modifications can be reviewed and determined if they meet the governing documents of the Association, and so that contractors can be informed of the community's' construction rules and regulations.

CONSTRUCTION RULES AND REGULATIONS

No construction and/or renovation of any type is allowed from December 15 through April 15. Construction/renovation is defined as any construction project which includes but is not limited to carpentry, wall movement, floor construction including removal of existing flooring, ceiling construction, kitchen or bathroom construction, closet construction, plumbing projects, tiling projects, electrical projects. Painting is allowed at any time during the year.

The Board, at its sole discretion, may grant a temporary exception to this restriction for emergency repairs resulting from incidents beyond owner control. An example of such an incident is damage from storms, water, or fire damage within the unit. Installation or replacement of air conditioners or water heaters may be done at any time of the year. Owners may petition the Board for an exception for the continuation of existing projects, and/or minor projects, where noise levels beyond 5 minutes would not exceed OSHA's permissible exposure limit (PEL) of 90dBA, as measured 5 feet outside from door of the unit.

These additional rules and regulations pertain to construction at Harbour Place Condominium Association:

Prior to commencement of work

For any project requiring a permit, the Owner or Contractor is required to submit a scope of work to the Association office on the Contractors Agreement Form to obtain prior approval.

The owner and contractor must execute a Harbour Place Construction Agreement prior to commencement of work.

Contractors are to submit a Certificate of Insurance for Auto, Liability and Workers Compensation to the Association office for their company and any subcontractors that

will be employed to complete the work. Liability limits must be a minimum of \$2,000,000.00. Liability Certificate must name the Association as additional insured.

The Owner or Contractor is to give the Association a construction schedule with beginning and completion dates for the work.

Operating Hours

Work hours are limited to 8:00 AM to 6:00 PM, Monday-Saturday.

No construction and/or renovation of any type is allowed from December 15th thru April 15th.

No work is permitted on Sundays or on major holidays.

Parking

Commercial vehicles may park on a short-term basis if they are parked in an approved location on the street or in the sponsoring unit's designated parking space.

Contractors must put a sign on the dashboard designating the address where they will be working and a phone number where they can be reached in case of an emergency.

Owners or tenants must provide parking for their contractors by making provisions for them to park in the homeowner's designated parking space or arranging with Association management for permission to park in another approved area, if one can be arranged.

Workers may unload/load materials and tools in front of lobby areas, 15 minutes maximum time allowed.

Debris or other materials cannot be left in the hallway which would block residents' going and coming.

No vehicles may be left on property overnight without prior board approval. Any vehicle found on property after hours without approval will be towed.

Contractor vehicles are limited to 18' long by 80" wide.

Building Maintenance

All exterior building doors must be kept closed and secured at all times

All interior/exterior unit doors must be kept closed during periods of construction.

Precautions will need to be taken to not damage any of the common areas, as the contractor will be responsible for all such damage or cleaning expenses.

Properly installed elevator pads are to be utilized to protect the interior walls of the elevator whenever moving equipment, furniture, debris, etc. Protective covering for the floors is also required. CAC Management will install the protection. Owners must notify CAC Management at least 72 hours' notice when elevator padding needs to be installed. Any damage incurred will be paid for by the owner.

Email CAC Management at: admin@cackw.com

Construction and Inspections

Absolutely no jackhammering in any unit at any time. Tiles are to be removed by a chipping gun not to exceed 10 lbs.

Harbour Place Condominium Association Inc. may require inspections of the work, the cost of which will be borne by the owner.

Trash/Debris

All hallways and other common areas must be cleaned of all construction debris daily.

It is the owner's responsibility to ensure the removal of all construction debris/trash from Harbour Place Condominiums. No remodeling or construction material or debris may be placed in the Harbour Place dumpster/compactor.

These guidelines must be adhered to at all times. Any infraction will result in a fine or loss of the right to access the condominium property. The procedure will be as follows:

- **1st violation – Verbal Warning**
- **2nd violation – Written Warning**
- **3rd violation – Maximum Fine allowed by F.S.S. 718 and/or loss of contractor's right to access the condominium property**